

**Radio System User Committee
Minutes
December 2, 2010**

The meeting of the Radio System User Committee was called to order, by Chairman James L. Albrinck at 3:01 pm in Jury Assembly room of the Justice Center of Ozaukee County, Port Washington. Roll Call was taken and present were committee members: James Albrinck (Chairman), Supervisor Gerald Walker, Dave Harvey, Wendy Maechtle, Bill Tackes, Chief William Meloy and Patrick Pryor. Others in attendance: Shawn Anderson, Technology Resources; Chief Mark Mitchell, Port Washington Fire Department; Gene Oldenburg, SEIC Council; and BM2 Anthony Keyport, USCG Sheboygan.

2. Per Chairman Albrinck, meeting was properly noticed. Motion by Dave Harvey, second by Bill Tackes Agenda adopted.

3. Public Comments/Correspondence and Communications.

A. Chairman Albrinck informed the Committee that he had received a letter authored by Chief Charles Wenten on behalf of the Ozaukee County Law Enforcement Executives Association as President of the Association, which would be discussed under Agenda Item 7.

4. Approval of September 16 and October 21, 2010 Minutes. Motion by Chief Meloy, second by Pat Pryor to approve the minutes, motion carried.

5. Authorize U.S. Coast Guard, Sheboygan Station, to 800 System.

Chief Meloy questioned if testing had been done with the portable radios issued to the Coast Guard. Shawn Anderson stated that when the radios were used on the boat out on the lake, communications were loud and clear, but the use of the radios at the Sheboygan Station inland did not work.

BM2 Keyport stated that the radios would be used for operations within Ozaukee County out on the lake to communicate with County agencies involved with the operation, and the radios were tested with Emergency Management, and the coverage was excellent.

(Supervisor Gerald Walker arrived at 3:04pm)

Chairman Albrinck with the assent of the Committee discussed with BM2 Keyport the radio call sign to be utilized by the Coast Guard. No numerical designation is to be used, and suggestions of 'USCG Sheboygan', 'Coast Guard Sheboygan', 'USCG (name of boat)', etc, were presented as options.

In anticipation of the Committee's approval to allow the USCG Sheboygan station as a user of the County's 800 radio system, a letter of approval was drafted and read to the Committee by Chairman Albrinck.

Motion by Chief Meloy, second by Supervisor Walker to allow the U.S. Coast Guard Sheboygan station to become a member of the Ozaukee County 800 MHz Radio System was made. Motion carried.

A copy of the letter of approval was provided to BM2 Keyport.

6. Update on Milwaukee Police Request for Reserved Channels.

Chairman Albrinck stated to the Committee that at the Region 54 meeting, Chief Flynn requested additional channels, which were needed to maintain his radio system, and the Region approved providing Chief Flynn with Ozaukee County's five reserve channels.

In the event that Ozaukee County requires additional channels in the future, Region 54 could reassign the same reserve channels back to Ozaukee County or provide Ozaukee County with other channels in reserve not being utilized.

7. Sheriff and Police concerns about Radio Programming on DPW Radios.

Chairman Albrinck read the letter authored by Chief Wenten on behalf of the Ozaukee County Law Enforcement Executives Association, which addressed their concerns with non-law enforcement radio users having law enforcement talk channels programmed on their radios. Discussion ensued.

Chairman Albrinck related an incident of a City of Cedarburg employee, not a radio system user, who monitored transmissions received by a base station at Cedarburg City Hall regarding a law enforcement investigation involving the employee's friend's vehicle. The employee called this friend to tip them off of this investigation, and the friend in turn showed up at the scene of the investigation.

Chief Meloy reiterated the concerns of the Sheriff and the Chiefs regarding non-law enforcement radio users having law enforcement talk groups programmed on their radios, and cited other incidents of non-law enforcement radio users monitoring law enforcement talk channels off duty and in public places.

Pat Pryor also stated that he had a personal incident of this type occur, when he assisted a fellow officer on a traffic stop, and the subject who was pulled over stated that he knew he was going to be pulled over, because he heard his license plate being run, as he was monitoring the law enforcement channel on his portable radio. This subject was a fire department member.

Dave Harvey stated that the request was reasonable and similar to the Sheriff's request of removing the main Sheriff's dispatch talk channel from radios and programming the Ozaukee Comm channel as an alternate for non-law enforcement users to contact the Sheriff's Department back in 2003. Dave Harvey's only concern was the cost to reprogram all his radios to remove law enforcement channels due to a few known isolated incidents with the most recent incident involving a non-radio user.

Bill Tackes stated that the Ozaukee County Highway Department currently has the capability to monitor the Sheriff's Department main dispatch talk channel, but cannot transmit on it, and needs this capability especially during the winter months. The capability to monitor the Sheriff's Department main dispatch talk channel is limited to a few mobile radios.

Chairman Albrinck stated that it should be up to the Sheriff and Chief to contact the users who have their law enforcement channels programmed on their radios to make the determination when the channels should be removed and at whose expense.

Wendy Maechtle stated that it has always been the policy of the Radio User Group that it is up the Sheriff, Chiefs, Directors, Managers, etc. of each agency on the radio system to make the determination of who is to have their respective talk channels programmed into other users' radios.

Further discussion included encouraging the supervisors of the radio users hold their personnel accountable for their actions regarding radio misuse. The Radio User Group cannot dictate administrative policy and consequences for violation of such policy for agencies on the 800 radio system.

When it becomes necessary for a county-wide radio re-programming, the Radio User Group will revisit this issue, and have law enforcement touch base with fire, DPW, EMS, etc. regarding the removal of law enforcement talk channels from non-law enforcement agency radios.

Motion by Dave Harvey, second by Supervisor Gerald Walker was made directing Chairman Albrinck to respond to the Ozaukee County Law Enforcement Executives Association's letter outlining our recommendations to address their concerns with law enforcement talk channels programmed on non-law enforcement radios. Motion carried.

8. Update on Concordia University Compliance to User Group Request.

Wendy Maehtle stated that Concordia University radio transmissions are being reviewed on a regular basis, and they are complying with the Radio User's Group request to switch to a non-numerical radio call sign designation. Maehtle stated that they are using individual's initials preceded by 'Concordia', i.e. 'Concordia MV', 'Concordia JB', etc. In addition, other designations as 'Concordia Shuttle' and 'Concordia Main' have been used.

Chairman Albrinck stated he has not received any new complaints or concerns. Other Committee members echoed the same sentiments that no new complaints or concerns have been received.

9. MABAS Update/Dispatcher Training and IFERN.

Chief Mark Mitchell reported that the Dispatchers have received the training. Cedarburg Dispatch has all equipment installed and running. Mequon Dispatch has work to be done on one more console. There will be an Ozaukee County MABAS drill conducted on December 13. The Alert radios have been distributed and installed at the Dispatch Centers. Shawn Anderson stated the Alert radio at the Sheriff's Dispatch Center needs some tweaking, but should be operative for the December 13 MABAS drill. Chief Mitchell further stated that he has distributed the MABAS box cards to all County Dispatch Centers.

Chairman Albrinck related an issue where Thiensville Fire Department can copy North Shore fire department mobiles and portables, but are unable to copy North Shore Dispatch. It has been determined that this is an issue with the Dispatch consoles, and the problem is being worked on.

Chief Mitchell stated that everyone will be going through a learning curve with MABAS, but it is a proven system with a high success rating.

10. Narrow Banding Project Update/Paging System Relicensing Paging Channels in the County.

Shawn Anderson had nothing new to report other than the narrow banding needs to be completed by January 1, 2013. Anderson further gave the explanation of narrow banding, stating that the channel will not change, but a narrow band designation must be added to the channel requiring a license change.

The state of Wisconsin plans on narrow banding mutual aid channels between April and November 2011.

Gene Oldenburg would like to meet with the Counties in his region to formulate a plan of action for narrow banding.

11. Report on System Failure Drill.

Dave Harvey reported that the System Failure Drill subcommittee will meet in January, and the drill with Grafton PD has not been accomplished due to not being able to coordinate the drill with Chief Wenten.

Gene Oldenburg stated that Fire and EMS are ahead of the curve with interoperability and radio system failure drills, unlike law enforcement, which are behind the curve. Oldenburg stated that radio system failure drills need to be conducted with line users, not management.

Sidebar – Chief Mark Mitchell questioned Gene Oldenburg if grant monies would be available to purchase VHF radios for WISCOM? Gene Oldenburg stated yes, to monitor the Office of Justice Assistance grants. Oldenburg further stated that WISCOM was designed as a state-wide mutual aid system, but local agencies can go on the system for their day-to-day operations, but must pay for their infrastructure costs.

12. Aurora Medical Center – Grafton – Information Update

Shawn Anderson stated that Aurora has been loaned portable radios for communications with EMS until the base station can be installed at their facility.

13. Southeast Wisconsin Interoperability Council and Tactical Interoperable Communications Plan (TICP)

Gene Oldenburg reported to the Committee. Their next scheduled meeting is set for December 13.

Oldenburg is charged with establishing a TICP, which requires gathering all information of each of his Region's counties, and identifies interoperable functions between the counties. Oldenburg has selected Ozaukee County for development of his first TICP master document.

Oldenburg is looking to schedule a kick-off meeting with appropriate personnel of Ozaukee County to formulate the TICP agenda and schedule subsequent workshops to complete the TICP master document. Oldenburg was directed to coordinate this project with John Mesich, Technology Resources.

14. Washington County Update – John Schrader not present.

15. The next Radio User Group meeting was set for March 3, 2011 at 3:00pm in room 240 at the Justice Center.

There being no further business, motion by Dave Harvey, second by Bill Tackes to adjourn at 4:50 p.m. Motion carried.

Cc: County Clerk
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